

# **Ethical Guidelines for Publication in the “Engineering Power” – Bulletin of the Croatian Academy of Engineering**

The Ethical Guidelines by which the publisher (Croatian Academy of Engineering – HATZ), Editor-in-Chief, Editor, News Editor, Guest-Editor, Editorial Board and authors are guided in preparation, receipt, editorial process, acceptance/rejection, and publication of the articles or thematic units in the ***“Engineering Power” – Bulletin of the Croatian Academy of Engineering***, are based on recommendations and examples of good practices of the COPE (Committee on Publication Ethics), STM International Ethical Principles for Scholarly Publications, World Association of Medical Editors and Council of Science Editors. The Guidelines define and regulate the conduct of all parties included in preparation, receipt, acceptance/rejection, and publication of the articles or thematic units in the “Engineering Power”: publisher, Editor-in-Chief, Editor, News Editor, Guest-Editor, Editorial Board and authors.

## **General Principles**

### **Principle of Open Access**

***“Engineering Power” – Bulletin of the Croatian Academy of Engineering*** is the journal for popularisation of technological and biotechnological sciences, published by the Croatian Academy of Engineering. The articles or thematic units published therein are not subject to the peer-reviewing process.

The “Engineering Power” is published in accordance with the principle of open access, which implies that the articles or thematic units published therein are available in full in electronic format (summary, full text of the article, bibliography). The publication of papers and other features in the “Engineering Power” is without charge and is not limited by subscription. The “Engineering Power” in printed format is distributed without charge to the interested scientific, professional and general public.

### **Transparency, Conflict of Interest and Access to Unpublished Materials, Privileged Information and Data**

Authors should clearly disclose in their manuscripts any and all relevant interests that might influence the results or interpretation of results in their work.

They should also disclose all sources of financial support for the project(s) from which the paper(s) or thematic units are originated.

The publisher, Editor-in-Chief, Editor, News Editor and members of the Editorial Board should not discuss with other parties without the express written consent of the author, or

disclose to anyone other than the author(s) of the paper or thematic unit and the aforementioned parties the unpublished materials, privileged information and data, which they have gained access to during the editorial or publishing process.

The aforementioned parties should not use for their own research without the express written consent of the author, the accessed unpublished materials, privileged information and data until the paper or thematic unit is published, and publicly accessible, respectively.

### **Publication Ethics and Publisher's Statement on Malpractice**

The journal is thematically conceptualised and published triannually or quarterly. The articles or thematic units may be theoretical, empirical and applicative papers in all fields of technological and biotechnological sciences, and should primarily refer to specific projects or achievements of the Guest-Editor and his co-workers team.

The articles are not subjected to peer-review process and, consequently, are not scientifically categorised.

Every issue of the journal is a thematic unit edited by Guest-Editor, and consists of an introductory article (limited to 1 page of A4 format), and 2-3 articles in the form of scientific, review or professional papers written in collaboration of guest-editor and his co-workers, specifically dealing with a selected topic. The total length of the thematic unit should not exceed 13 standard pages of A4 format, including bibliography/literature. One standard page contains 1800 characters, spaces included.

The total length of an issue of the "Engineering Power" should not, as a rule, exceed 16 pages, including the overview of news, activities and notices of the Academy. The news overview is prepared by the News Editor.

It is necessary to agree upon standards of expected ethical behaviour for all parties involved in the act of publishing: the author, the Editor-in-Chief, the Editor, the News Editor, the Editorial Board, the peer-reviewer and the publisher.

### **Editor-in-Chief, Editor, News Editor, Guest-Editor and Editorial Board**

#### **Editorial Independence**

Publisher should respect the principle of editorial independence. .

#### **Publication Decisions**

Editor-in-Chief, Editor and members of the Editorial Board of the "Engineering Power" jointly decide if the submitted articles or thematic units qualify for publication. The Editor-in-Chief may decide not to publish an article of thematic unit if he, the Editor, or the members of the Editorial Board have previously found that the paper or thematic unit does not meet the "Engineering Power" publishing criteria, which are stipulated in the Instructions to authors, or if they have found that the paper or thematic unit is a result of plagiarism.

The Editor-in-Chief may be guided by the policies of the Editorial Board of the "Engineering Power" and constrained by the legal requirements in force regarding offensive or libellous content, copyright infringement and plagiarism.

### **Equality of Access (Fair Play)**

The Editor-in-Chief evaluates the manuscript impartially and exclusively with regard to its intellectual, theoretical, empirical and applicative substance, regardless of the race, sex, gender, sexual orientation, marital status, citizenship, nationality, ethnic origins, religious beliefs, worldview, political stance, social and academic reputation and status as well as the institutional affiliation of the author.

### **Confidentiality**

The Editor-in-Chief warrants to the author that he shall not inform any other party aside from the Editor, the News Editor, and the members of the Editorial Board (who are all also bound by the confidentiality principle), on substance, data and privileged information reported in the manuscript.

### **Vigilance over Published Record and Retraction of Published Papers**

If presented with convincing objections and evidence that the substance or conclusions of a paper or thematic unit published in the “Engineering Power” are fundamentally flawed or erroneous, the Editor-in-Chief is bound to ensure, in co-operation with the competent authority of the Academy as publisher and by contacting the author as well as by verification of the presented evidence on the fundamental flaws or errors of the paper or thematic unit, a prompt publication of correction, retraction of the paper or thematic unit, expression of concern, or other note, as may be relevant.

## **Authors**

### **Authors’ Warranties**

The authors warrant that the articles or thematic units are original, written by stated author(s), have not been published before and will not be submitted anywhere else for publication prior to acceptance/rejection by the “Engineering Power”, contain no unlawful statements, do not infringe upon the rights of others, and that any necessary written permissions to quote from other sources have been obtained by the author(s).

In case of articles or thematic units with multiple authors/co-workers, the Guest-Editor, or the author in charge for communication with the Editorial Board of the “Engineering Power”, also warrants, with consent of the co-authors/co-workers, that the articles or thematic units have been written exclusively by him and his co-authors/co-workers personally.

The Guest-Editor or the corresponding author warrants that he/she has been authorised by all co-authors/co-workers to submit the manuscript for publication in the “Engineering Power”, and agrees to inform his/her co-authors/co-workers of the terms for publication.

### **Copyright Assignment and/or Copyright Transfer Agreement**

Upon notification on acceptance of the papers or thematic units and other features for publication in the “Engineering Power”, the author(s) assign to the “Engineering Power” the

copyright in the article or thematic unit, throughout the world, in any form, in any language, for the full term of copyright, effective upon acceptance for publication.

### **Other Rights of Authors**

Authors retain the following rights: all proprietary rights relating to the article or thematic unit, other than copyright, such as patent rights, the right to use the substance of the article or thematic unit in their own future works, including lectures and books, the right to reproduce the articles or thematic units for their own purposes, provided the copies are not offered for sale.

An author may self-archive an author-created version of his/her article or thematic unit on his/her own website and or in his/her institutional repository. He/she may also deposit the version of the paper or thematic unit on his/her founder or founder's designated repository at the founder's request or as a result of a legal obligation, provided it is not made publicly available until 12 months after official publication in the "Engineering Power".

### **Data Access and Retention**

The Editor-in-Chief may request from the author, for purposes of editorial process, to provide raw data related to the paper or thematic unit as well as to provide (if feasible) public access to such data and to retain the data for a reasonable time after publication of the paper.

### **Originality, Plagiarism, Autoplagerism and Acknowledgement of Sources**

Plagiarism occurs in a number of forms, from falsely claiming another author's paper or thematic unit as one's own, copying or paraphrasing substantial parts of another's paper or thematic unit without attribution, to claiming results or research conducted by other authors.

Plagiarism in any and all of its forms constitutes unethical behaviour and is unacceptable.

Authors should not, in general, submit for publication in more than one journal concurrently or in the same journal repeatedly the manuscripts that contain substantially identical topics, research results and conclusions.

The authors are bound to submit for publication the original manuscripts in which the sources should be properly acknowledged and quoted.

### **Fundamental Errors in Published Works**

Upon discovering a significant error or inaccuracy in his/her own published work or thematic unit, it is the author's obligation to promptly notify the Editor-in-Chief of the "Engineering Power" or the Croatian Academy of Engineering as the publisher, and co-operate with the Editor-in-Chief to retract or correct the paper or thematic unit.

**Prepared in accordance with the guidelines and good practice of:**

- **COPE – Committee on Publication Ethics, <https://publicationethics.org/>**
- **STM International Ethical Principles for Scholarly Publications, <https://www.stm-assoc.org/>**
- **World Association of Medical Editors, <http://www.wame.org/>**
- **Council of Science Editors, <https://www.councilscienceeditors.org/>**